

**TOWN OF OCONOMOWOC BOARD OF SUPERVISORS
MEETING MINUTES
May 2, 2011**

Chairman Robert Hultquist called the meeting to order at 6:00 pm. Supervisors present included John Koepke, and Jan Husak. Supervisor's Brian Wiemer and John Roelandts were excused. Supervisor Wiemer was absent. Also present was Attorney Chapman, Administrator/Planner Herrmann, Chief Wallis, and Clerk/Treasurer Lesser.

Those present stood to recite the Pledge of Allegiance.

Supervisor Husak made a motion to approve the April 12, 2011 meeting minutes. Supervisor Koepke seconded the motion. Motion carried unanimously

Correspondence: None

Comments from the Floor on Agenda items or any other items: None

OLD BUSINESS:

NEW BUSINESS:

1. Consider and Act on the following Plan Commission appointments/confirmations:

- a. **Richard Garvey – 3 years**
- b. **Janis Husak – 1 year**
- c. **Kenneth Runyard – 3 years**

Chairman Hultquist made a recommendation to the Town Board to appoint Richard Garvey and Kenneth Runyard to the Plan Commission for a three (3) year term, to expire in 2014. Chairman Hultquist also recommended to the Town Board to appoint Janis Husak to the Plan Commission for a one (1) year term, to expire in 2012. Supervisor Koepke made a motion to appoint Richard Garvey and Kenneth Runyard to the Plan Commission for a three (3) year term to expire in 2014 and Janis Husak for one (1) year expiring in 2012. Chairman Hultquist seconded the motion. Motion carried unanimously with Supervisor Husak abstaining from the vote.

2. **Consider and Act on request from Michael and Patricia Kelley regarding their deferred sewer charges:** This item was tabled to the next meeting.
3. **Introduction of Resolution and Establish Public Hearing Date to Vacate a portion of N. Lake Road Right-of-Way – Corner of N. Lake Road and Burtonwood Drive:** Attorney Chapman read the resolution being introduced. Attorney Chapman also stated that a public hearing will need to be held and the notice and resolution needs to be published at least 30 days in advance but not more than 40 days. The public hearing has been set for June 20, 2011 at 6:00 p.m.
4. **Consider and Act on Resolution to Include Jaeckles Drive in the Town of Oconomowoc Utility District No. 1:** This item has been tabled to the next meeting.
5. **Consider and Act on Special Event Application for the Okauchee Lions Club for Okauchee Lions Days, June 17, 18, 19, 2011 at Okauchee Lions Park:** Supervisor Husak made a motion to approve the special event application for the Okauchee Lions Club to hold Okauchee Lions Days on June 17, 18 and 19th, 2011. Supervisor Koepke seconded the motion. Motion carried unanimously.
6. **Chairman Hultquist:** Nothing
7. **Supervisor Reports**
 - a. **John Koepke:** Nothing
 - b. **Brian Wiemer:** Absent
 - c. **Janis Husak:** Nothing
 - d. **John Roelandts:** Absent
8. **Attorney Chapman:** Nothing
9. **Highway Superintendent Salzman:** Nothing
10. **Police Chief Wallis**
 - a. **Consider and Act on seminar request for Lt. Parr and Lt. Wraalstad for the Attorney General's Summit on Public Safety; June 29- July 1, 2011, Chula Vista, Wisconsin Dells:** Supervisor Husak made a motion to approve Lt. Paar and Wraalstad's attendance at the Attorney General's Summit on Public Safety Jun 29th through July 1st. 2011 to include lodging. Supervisor Koepke seconded the motion. Motion carried unanimously.
 - b. **Consider and Act on Chief's Attendance at FBI Annual Re-Trainer, June 1-3 in Minoqua:** Supervisor Koepke made a motion to approve Chief Wallis' attendance at the annual FBI Re-Trainer June 1st through the 3rd, 2011 to include lodging. Supervisor Husak seconded the motion. Motion carried unanimously.
 - c. **Consider and Act on Point System for Liquor Licensing:** Chief Wallis explained the ordinance submitted for Board review regarding the point system and how it related to renewing of retail alcohol licensing. This item was tabled to a future meeting.

- d. **Consider and Act on Fee for Finger Printing:** Chief Wallis explained to the Board how there has been an increase in demand for finger printing from area businesses. Other police departments in the area charge for this service and it's becoming known that the Town does not charge. Chief Wallis explained that the finger printing for operator licenses will be discontinued effective immediately since this is no longer a useful practice. Supervisor Husak motions to have a resolution amending the 2011 fee schedule prepared to include finger printing fees of \$25.00 per applicant. Supervisor Koepke seconded the motion. Motion carried unanimously.
- e. **Consider and Act on Fee for Administering the Portable Breathalyzer Test (PBT) for random testing of individuals:** Chief Wallis explained to the Board that random breath tests have increased recently for people who are cited for 3rd time OWI's. Once a person has been cited for a 3rd time offense they will be called to stop at a police station to give a breath test to comply with sobriety regulations, and this is an expense to the police department, Chief Wallis explained that a person could be required to comply with this testing up to eight (8) months or more, which results in weekly or even multiple times a week. Chief Wallis recommended to the Board that a \$25.00 per person fee which would allow up to fifty (50) tests per person before being charged another fee of \$25.00. Supervisor Husak motions to have a resolution amending the 2011 fee schedule prepared to include breath testing fees of \$25.00 per applicant up to fifty (50) tests. Supervisor Koepke seconded the motion. Motion carried unanimously.

11. Administrator/Planner Herrmann

- a. **Consider and Act on Attendance at "Academy for Civic and Public Affairs" in Green Bay – July 25-28:** Supervisor Husak made a motion to approve the attendance of Administrator/Planner Herrmann at the Academy for Civic and Public Affairs in Green Bay July 25th through 28th, 2011 to include lodging. Supervisor Koepke seconded the motion. Motion carried unanimously.

12. Clerk/Treasurer Lesser

- a. **Consider and Act on bartender's license renewal for Danielle Brandt and new bartender's license for Ann Rawlinson:** Supervisor Husak made a motion to approve the renewal operator license applications subject to Chief Wallis' approval. Supervisor Koepke seconded the motion. Motion carried unanimously.
- b. **Consider and Act on Class B beer and liquor license for Spitfire Pub & Grill, Paul M. Jansen, Agent, N51W34911 Wisconsin Avenue, Okauchee, WI 53069:** Supervisor Husak made a motion to approve the Combination Class B Retail License for Spit Fire Pub & Grill, Paul M. Jansen-Agent subject to the surrendering of Victoria's Tavern License and approvals of the Plan Commission, Waukesha County Land & Plan Use, Waukesha Health Department, Fire Inspector's report and the Building Inspectors Occupancy permit. Supervisor Koepke seconded the motion. Motion carried unanimously.
- c. **Consider and Act on Property Tax Billing Contract Extension with Waukesha County for 2011 tax year:** Supervisor Husak made a motion to approve the extension of the tax billing contract with Waukesha County for the 2011 tax season. Supervisor Koepke seconded the motion. Motion carried unanimously.

- 13. Approve Vouchers and Checks:** Supervisor Koepke made a motion to approve vouchers and check subject to Administrator/Planner Herrmann's approval to include the payment to Waukesha County Risk Management Division and Administrator/Planner Herrmann's mileage for March and April. Supervisor Husak seconded the motion. Motion carried unanimously.

- 14. Adjourn:** Supervisor Koepke made a motion to approve adjournment at 6:40 p.m. Supervisor Husak seconded the motion. Motion carried unanimously.

Respectfully submitted,

Jo Ann Lesser, WCMC
Clerk/Treasurer